

# **THE FRIESIAN HORSE ASSOCIATION OF NORTH AMERICA MEMBER COUNCIL**

## **MEMBER COUNCIL MISSION STATEMENT**

To encourage constructive communication between delegates of each FHANA Chapter that promotes and preserves the KFPS Friesian Horse and the Friesian Horse Association of North America.

## **MEMBER COUNCIL VISION STATEMENT**

To be an integral and respected contributor to the success of the Friesian Horse Association of North America (FHANA).

## **OBJECTIVES**

- A.** Enhance communication and understanding among FHANA chapters
- B.** Assist in the promotion of FHANA as the oldest, largest, and most reputable Friesian breed registry in North America
- C.** Facilitate communication between FHANA's executive body and its members
- D.** Support shared decision-making between the FHANA membership and the FHANA executive body
- E.** Assist and promote whenever possible in the FHANA events to ensure participatory and financial success
- F.** Promote and preserve the Friesian horse in accordance with the standards of the KFPS
- G.** Perform and promote action with the intention of always doing what is in the best interest of the KFPS Friesian horse

## **STRUCTURE**

**Representation:** Each recognized FHANA chapter will be eligible to have one representative member of the FHANA Member Council (FMC). It is recommended that FMC representatives are the Chapter-President; however, the final decision on representation lies with the members of each chapter.

**Eligibility:** Representatives of the FMC must be in good standing with both the KFPS and FHANA. FHANA members who also maintain a Board position in another horse association (FHH, FSHA, FSHR, FHS, CFHA, FPZV, etc.) or of FHANA are ineligible to be representatives to the FMC. FSHA members are eligible to participate.

**Disqualification:** FMC representatives whose chapters have been dissolved or failed to be renewed by FHANA will not be allowed to participate as a chapter representative in FMC meetings or sub-committees. However, they may attend as a FHANA member guest. Notification of a change in a Chapter's status will be made to the Council Chairperson and/or Administrators a minimum of one week prior to the next scheduled FMC meeting.

Notification of a change in Chapter status is to be made through the FHANA Board FMC liaison or FHANA Executive Director.

**Operation:** The FMC will operate under Democratic Rules of Order (DRO). These rules of order have been modified to reflect and minimize conflict with the existing approved bylaws of this Council. In areas where conflict between DRO and bylaws may exist, bylaws will always supersede the DRO.

**Executive Branch:** The Executive Branch of the Council will be structured with a Chairperson and Vice-Chairperson. The Vice-Chairperson will chair FMC meetings in the absence of the Chairperson or in instances where the Chairperson may have to recuse himself or herself due to a conflict of interest. The Chairperson and Vice-Chairperson will be elected by the FMC representatives with a simple majority vote. The FMC Chairperson and Vice-Chairperson's term is to be one year. The term is to run from March 1 through February 28/29.

**Chairperson or Vice-Chairperson Voting:** Whoever chairs the meeting, Chairperson or Vice-Chairperson, will only vote in the case of a tie.

**Agenda:** The FMC Chairperson, with the assistance of the Administrators, will set the FMC agenda, communicate with the FHANA Board, and chair the FMC meetings. Agenda items will be a compilation of requests from FMC, FHANA constituents, or by request from the FHANA Board.

**Administrators:** Two Administrators will oversee but not interfere with the functions of the Council. The Administrators will ensure that the Council honors the original mission statement and will mediate conflicts between members of the Council. Administrators will not have votes on Council matters and are only facilitating actions that are in adherence to the Council's Mission, Vision, and Objectives and providing logistical support. This support includes but is not limited to collecting agenda items, sending out meeting notifications, producing Minutes, attending sub-committee meetings when requested, taking meeting attendance, call the role for votes on motions. Administrators will be elected by the FMC by a simple majority vote. When an administrator resigns, he or she will work with the remaining administrator to select an appropriate replacement to be approved by the FMC representatives.

## **COMMUNICATION**

**FHANA:** FHANA can communicate with the FMC through the Board appointed liaison to the Chairperson of the FMC, directly to FMC representatives, or through the two Administrators. It would be preferred that communication from the FMC to FHANA regarding FMC business be done through the FMC Chairperson. The FMC cannot deny communication between FMC representatives and a member of the FHANA Board.

**FMC Minutes and Reports:** The Administrators will record and generate written minutes of FMC meetings. Approved FMC minutes and any motions, after their approval by the FMC, will be forwarded to the FHANA Executive Director by the Board Liaison. The written FMC minutes will be generated in a timely and accurate manner.

**Attendance in FMC Meetings or FHANA Board Meetings:** The FMC welcomes the attendance of FHANA members or a FHANA Board member at FMC meetings as guests. The FMC reserves the right to go into a closed session, which would require guests to exit the

meeting. FHANA members attending as guests will not participate in meetings or vote. If time allows, at the end of the meeting, the Chairperson may invite guests to ask a question or make a comment.

The FMC would appreciate the opportunity to have the FMC Chairperson attend FHANA Board meetings. The FHANA Board reserves the right to go into a closed session, which would require the FMC representative to exit the meeting.

### **AUTHORITY**

The FMC understands that this Council has no legislative authority. The FMC also would appreciate the opportunity to review any FHANA policy decisions. The review process will result in either an “aye” or “nay” of the FHANA proposed policy. Any FMC votes will require a simple majority for any recommendations to be forwarded to the FHANA Board. Polling may be done during the course of an FMC meeting or by an online vote. The process of review will be performed in a timely manner. Timely manner is the time from the announcement of such a policy change to the time of an actual Board vote. That time may not be less than one month unless under extreme emergencies.

This does not preclude the FMC from offering opinions on any FHANA action. Again, these opinions will be crafted in the form of recommendations and will have no legislative authority.